



City and County of San Francisco
 SHELTER MONITORING COMMITTEE

AGENDA

Wednesday, July 20, 2022 | 10:00 AM

Roster: Chair Jonathan Adler	Committee Member Melanie Muasau
Vice Chair Diana Almanza	Committee Member Cris Plunkett
Committee Member Steven Clark	Committee Member Lisa Rachowicz
Committee Member Britt Creech*	Committee Member Joaquin Remora
Committee Member Belinda Dobbs	Committee Member Kaleese Street
Committee Member Tomiko Eya	Committee Member Traci Watson

All SMC meetings are public. Homeless and formerly homeless San Franciscans are encouraged to attend.
PUBLIC COMMENTS WILL BE TAKEN AFTER DISCUSSIONS & BEFORE VOTES/ACTION

I. CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 3 min

A. INTRODUCTION OF NEW MEMBERS DISCUSSION
CHAIR ADLER 3 min

Opportunity for new Members—Muasau, Street, and (*if approved by the BOS on 7/18/22) Creech—to introduce themselves. There will be a brief explanation of protocol.
Explanatory document – [Bylaws](#)

B. MINUTES DISCUSSION/ ACTION
 JUNE 2022 MINUTES CHAIR ADLER 5 min

The Committee will review the Draft minutes.
Explanatory document – Committee Minutes.
 Public Comment will be heard before proposed action.
Proposed Action: Approve last month’s Meeting Minutes

II. OLD BUSINESS DISCUSSION/ ACTION

A. TELECONFERENCING RESOLUTION ACTION
CHAIR ADLER 3 min

To the City Attorney’s recommendation, a resolution allowing the Committee to continue holding meetings virtually will be voted upon.
Explanatory document – Draft Resolution
 Public Comment will be heard before a vote on the proposed action.
Proposed Action: Approve Resolution

B. SELECTION OF A COMMITTEE OFFICERS DISCUSSION / ACTION
CHAIR ADLER 10 min

The Secretary approves meeting minutes and committee correspondence prior to distribution, with the exception of any items presented to the full Committee for action. There is no incumbent for the current term, which runs through December of 2023. Members have had the opportunity to nominate candidates. The SMC Policy Subcommittee Chair resigned

effective June 1. In this role, a Member sets the agenda and guides discussion at the monthly Subcommittee meeting.

Members will have the opportunity to vote for a Committee Secretary from among the four nominees.

Public Comment will be heard before proposed action.

Proposed Action: Select an SMC Secretary to serve until January 1, 2023 or until a new Secretary is installed, whichever transpires last.

C. RESOLUTION - THE PIT COUNT AND EQUITY *DISCUSSION/ ACTION*
MEMBER PLUNKETT 5 min

The Committee will vote on whether to approve the draft resolution calling for the responsible departments to improve data methodologies insofar as they enhance the ability to understand and address inequities.

Explanatory document - Proposed Resolution

Public Comment will be heard before proposed action.

Proposed Action: Approve Resolution

D. REPEAT COMPLAINTS/INFRACTIONS *DISCUSSION/ ACTION*
SUBCOMMITTEE MEMBERS 5 min

The Subcommittee has voted to put a motion before the full Committee that staff be required to notify the Committee and HSH of re-occurring infractions. That is, repeated infractions by the same shelter involving the same SOC will be noted and included in relevant reports.

Explanatory document – Proposed rule

Public Comment will be heard before any proposed action.

Proposed Action: Update Policies and Procedures to require Committee staff to notify SMC and HSH whenever a program receives the same SOC infraction three visits in a row.

E. NAVIGATION CENTERS *DISCUSSION/ ACTION*
MEMBER RACHOWICZ 10 min

A short presentation about Navigation Centers will be made.

Public Comment will be heard before any action.

III. NEW BUSINESS/REPORTS *DISCUSSION/ ACTION*

A. POLICY SUBCOMMITTEE *DISCUSSION*
SUBCOMMITTEE MEMBERS 5 min

During last week’s subcommittee meeting there was discussion about training, in addition to some proposals (on the Agenda below) that are being recommended to the full Committee.

B. REVISION OF SEAT 1 REQUIREMENTS *DISCUSSION / ACTION*
CHAIR ADLER 5 min

The Subcommittee recommends requirements in [Administrative Code §20.305](#) be revised to say: ***Seat 1 shall be held by a person who is either (1) a parent/caregiver who is or has experienced being unhoused, or (2) is currently providing direct service to unhoused families.*** This change is intended to facilitate recruitment while retaining the intention that this seat represent the interests of families experiencing homelessness and those served by family shelters in San Francisco.

C. BIKE STORAGE PROPOSAL (SOC #15) *DISCUSSION / ACTION*
SUBCOMMITTEE MEMBERS *5 min*

The Subcommittee recommends the full Committee approve a motion to ask HSH to study the feasibility of requiring shelters to do more to protect the bicycles of guests, starting with an assessment (covering all shelters) to be presented at next month’s SMC meeting.
 Public Comment will be heard.
Proposed Action: Ask HSH to provide a report, at the August 17, 2022 Committee meeting, assessing the practicability of requiring secure storage for the bicycles of guests.

D. MAXIMIZING SPACE (SOC #32) *DISCUSSION*
SUBCOMMITTEE MEMBERS *5 min*

It is put to the Committee that SOC #32 be revised to remove the qualifier “for sleeping” to clarify that the goal is that shelters make the best use of its *space* possible. (Maximizing the number of *beds* can adversely impact the aggregate benefit to the unhoused if it makes the space unlivable.)

E. DEPT OF HOMELESSNESS AND SUPPORTIVE HOUSING *DISCUSSION* *15 min*
HSH

Update from the Department of Homelessness and Supportive Housing.
Explanatory documents – Vacancy Report
 Public Comment will be heard.

F. DEPARTMENT OF PUBLIC HEALTH *DISCUSSION/ACTION* *10 min*
DPH STAFF

Review of June complaints. Planning for confidentiality/Sunshine Ordinance training.
Explanatory documents – SOC Report
 Public Comment will be heard.
Proposed Action: Arrive at date(s) and time(s) for training.

G. AGENDA SETTING FOR FUTURE MEETINGS *DISCUSSION* *5 min*
MEMBERS

Members may suggest items for future discussion/action during the new fiscal year.
 Public Comment will be heard.

IV. GENERAL PUBLIC COMMENT *DISCUSSION* *5 min*

Members of the public may address the Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee for up to three minutes. With respect to an action item [denoted by “Proposed Action” after the agenda item] on the agenda, members of the public may address the Committee for up to two minutes at the time such item is called. With respect to a discussion item [denoted by “Discussion”] on the agenda, members of the public may address the Committee for up to one minute at the time such item is called. Members of the public may only speak once per agenda item. Those who comment may submit a written summary (up to 150 words) of their remarks to assist staff in the compilation of the meeting minutes.

ADJOURNMENT

This item requires a motion, a second, and to be carried.

Proposed Action: Approve adjournment

To obtain copies of the agenda, minutes, or any explanatory documents, please contact Robert Hill at robert.hill@sfdph.org.

The ringing of and use of cell phones, pagers, and similar sound producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager or other similar sound-producing electronic devices. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based scented projects. Please help the City to accommodate these individuals.

Know Your Rights under the Sunshine Ordinance (Chapter 67 San Francisco Administrative Code) Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. **FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE THIS ORDINANCE, OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE:**

Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
Phone (415) 554-7724
Fax 415-554-7854
E-mail sotf@sfgov.org

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library, and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code § 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; web site: sfgov.org/ethics.

Meeting Access Information (July 20, 2022, at 10:00 AM)

WebEx → <https://sfdph.webex.com/sfdph/onstage/g.php?MTID=e02f290f0b65387faa0a0246ffc18becd>

Join by phone at **(415) 655-0003**

Meeting ID number/access code: **2461 029 2606**

Meeting password: **SMC22**